



ALFRED SUTTON PRIMARY SCHOOL
Minutes of the Virtual Meeting of the Community Engagement Committee.
Wednesday 2nd March 2022. 7pm.

Present: Dave Dymond (Chair); Robert Howell; Adedayo Benson; Yota Dimitriadi; Sara Fincham-Majumdar; Andrew Burrell; Kate Gordon; Attia Rafiq-Sharif.

In Attendance: Alice De Croos

Apologies: None

Clerk: Deborah Savage

Agenda Item	
	There were some issues logging on to the meeting for a number of governors so the meeting started at 7.10pm. The meeting was recorded for the purposes of the minutes.
1	Apologies. There had been no apologies received. All CEC members were present along with some additional governors.
2	Declarations of Interest. There were no declarations of interest.
3	Membership of the CEC. The CEC Terms of Reference states that this committee should consist of 6 governors in addition to the HT. Due to governors leaving, there are currently only 3 governors appointed to this committee. Recently joined governors have been attending all meetings to get a feel for what each one does. Governors not officially part of the CEC but who wanted to join this committee were asked to email their interest to the Clerk. It was also mentioned that this committee needs a Vice Chair and a volunteer to take on this post was also sought. <u>Russian invasion of Ukraine.</u> At this point in the meeting the chair raised this ongoing military invasion and expressed his hope for a swift cessation of hostilities and his best wishes for the Ukrainian people. It was noted that it was difficult to comment on political situations but the HT was asked how the school had been affected by this conflict and how it was supporting pupils and families. The meeting was informed that SLT had met during half term to discuss how staff were going to talk to children sensitively about the situation, particularly with regard to the older children in school, enabling discussion but also

	<p>remaining neutral and approaching the conflict from a humanitarian angle. Social media has made this conflict more accessible than ever before, including to young children, and there are a wide range of feelings amongst the children and the staff. There are a number of Russian children in the school who have been having separate talks with staff. Staff have also talked to children about misinformation and where to go to seek neutral, factual reports about the situation. Resources and advice have been sent to the school to assist staff in talking about this conflict and the school was aware that in other schools there have been cases of peer conflict. ACTION: SLT to share these resources with governors.</p> <p>Parent Governor Comment: I appreciate what the school has done already in talking to the children about this conflict – I know there has been much discussion in Year 5 and that the school have been taking a neutral approach and handling some issues that have arisen amongst the children with sensitivity. However, younger children are also talking about this conflict. It is good for everyone’s mental health (adults and children) to feel that we are doing something positive to make a difference. If we can find a way of empowering the children to do something that would be good. Schools have to remain neutral and there are limits on what we can and can’t do. However, if Governors feel that they want to organise an event, the school will support this.</p> <p>Governor Comment: The local Ukrainian community have been collecting items to send overseas and now have enough goods, but an event that raises funds rather than goods would be appreciated. This could be a bring and buy or car boot sale. If Governors wanted to organise his type of event, then the school would support this. We need to be careful not to add to staff workloads as we resume teaching after a challenging last term.</p>
4	<p>Minutes of the previous meeting 17th November 2021.</p> <p>The minutes of this meeting had been circulated in advance and were accepted as a true record. They will be signed electronically by the Chair.</p> <p>Governor Comment: The presentation about the UTC project was very interesting and it is a fantastic project, but I wanted to ask about the workload on our staff?</p> <p>There is no impact on our staff – it is the UTC who are to lead the next part of the project but they too have been badly affected by covid absences. A Governor offered to support this project if it was needed.</p>
5	<p>Matters Arising.</p> <p>There were no matters arising.</p>
6	<p>Review Terms of Reference.</p> <p>The current TOR for the CEC had been circulated in advance of the meeting and governors were reminded that this committee had been affected by Covid. This meant that there is now a good opportunity to examine how the committee should operate going forward and what the priorities are for this committee.</p> <p>It was noted that 3 additional members and Vice chair are needed for the CEC. The TOR for this committee should link into the SDP.</p>

	<p>All TORs are reviewed in September each year so it is a good time now to discuss any changes the committee may wish to make.</p>
<p>7</p>	<p>ASPS community insights from 2011 census. Information gathered locally from the 2011 census had been circulated in advance of the meeting which gives demographic and geographic information about the local area. Census results also indicate rising or falling population figures which is useful as governors are aware that a falling school roll had implications on a school's budget. Comment: the 2011 census was some time ago now – we had a census in 2021 and it would be good to see results from this census to see what impact covid and Brexit has had on our local population. The school recognises that falling rolls nationally present a bleak picture and this ongoing risk is part of the school's Risk Register. It will also impact plans to market the school to prospective parents.</p>
<p>8</p>	<p>Safeguarding and Ofsted visits feedback. Governors were informed that Ofsted do not “grade” a school's safeguarding as part of an inspection but they will report on safeguarding failings, should they find any failings in the recording of safeguarding issues, the management of safeguarding, safeguarding training and any failures in the pre-recruitment checks made on newly appointed staff. Governors were informed that there is a Safeguarding Network meeting coming up and that the safeguarding training requirements for governors are to change soon – more information is awaited.</p> <p>The HT informed the meeting that the school uses the CPOMS system to record and manage safeguarding on a daily basis to log concerns and follow these up. School staff have established good relationships with the families at ASPS and with all the agencies involved and support newly qualified teachers as they deal with safeguarding issues for perhaps the first time. It is maybe easier for primary schools to have strong relationships with families than it is for other education settings. Any governor interested in finding out more about how the school uses CPOMS and manages Safeguarding was welcome to come into school to talk to staff to enable them to see and understand the robust processes in place. Staff feel empowered to be able to support children and make a difference which is significant in a school with 700 children.</p> <p>The advantages of using the CPOMS system include the fact it is electronically based and not paper based; no one person holds all the information and the record can follow a child through the education system – e.g., when they move to secondary school.</p> <p>Governor Question: Who holds responsibility within school for managing Safeguarding cases? We work with other agencies and this has not stopped during covid as meetings have still taken place via Zoom. We can pull reports from CPOMS to share with other agencies and records are transferred securely. There is a LA Safeguarding Network and within the LA a senior manager to co-ordinate all the agencies involved – which cover a wide geographic area.</p>

	<p>The only direct monitoring of safeguarding within schools that the LA does is the NSPCC Audit once a year. Schools complete this audit but it does not go into any depth. Reading LA collate this data.</p>
9	<p>CEC Strategic Objectives and SWOT analysis.</p> <p>A document outlining some possible future objectives for the CEC had been shared before the meeting and the chair noted that there was a need to survey parents, staff and pupils to find out their views.</p> <p>There followed some discussion about the need to ensure any surveys had a defined focus so that follow up on outcomes was manageable and it was also pointed out that the timing of such surveys was also important with the summer term being seen as the best time to carry out surveys. The Ofsted survey was regarded as too generic and a tighter focus was better – including one to find out about staff wellbeing.</p> <p>It was noted that there are other ways to collect data (indirectly) by talking to parents in the playground or at open mornings.</p>
10	<p>Issues for Parents/FGB/Confidentiality.</p> <p>There were no issues for parents or for the FGB. There were no items of a confidential nature.</p>
11	<p>Any Other Business.</p> <p>Governor Question: Can you tell us how the Safer Streets Road closure has gone this week? Day 1 was very quiet; Day 2 extremely busy and day 3 was quiet again. Most local residents accepted it but we did have a few angry drivers. The volunteers are enthusiastic local people including 2 students volunteering as part of their community work. More volunteers are sought and ACTION: the details of the organiser can be shared for anyone to register their interest. Volunteers are being sought in order to run the scheme in the afternoons as well as the mornings.</p> <p>Governor Comment: I have walked that way to school for 8 years now and the last few days on that walk is the safest I have felt. The efforts of those taking part are greatly appreciated.</p> <p>Governor Question: What does Community Engagement look like? Anything that brings us closer to our community and portrays the school in a positive light. Online communities are still a community and they can be very small and still be a community. Suggestions are most welcome and we can look to see how other schools engage with their communities. We could improve our involvement in local social media groups – there are about 40 such groups locally.</p> <p>ACTION: all welcome to suggest ideas and the top 5 most immediate or practical ones can be chosen as a focus. These should have a direct impact on the children, staff and families at ASPs.</p> <p>It was noted that raising staff morale after the pandemic and in the face of national limits to salaries for support staff is an ongoing challenge and the school must remain our focus as we recover from the pandemic and develop our curriculum offer. SLT is much more strategic than before the pandemic and the school still feels as if every day is a challenge to survive. We have to focus our efforts on activities that will have a</p>

	<p>direct impact on our children and staff and on the quality and breadth of our education.</p> <p>The meeting was informed that the key priorities for the school are keeping children and staff safe; the quality of education and on staff retention. The CEC also has a role to play in the successful marketing of the school to ensure the school roll is high. It is important to recognise the ASPs is bucking the local and national trend of falling pupil numbers and our staff are to be congratulated in their efforts to keep the school attracting high numbers of families who want to send their children here.</p> <p>ACTION: some governors offered to help set up a fund-raising event.</p>
12	Date of next meeting: 22nd June 2022

Meeting closed at 8.10pm

Actions

Action:	Owner:
Resources in supporting children with conflict to be shared with governors.	HT
Contact details of Safer Streets coordinator to be shared.	SBM
Governors to suggest community engagement activities.	ALL
Governor volunteers to organise and run a fundraising event ASAP	ALL Volunteers

Governor Attendance at CEC meetings 2021/22 (2 meetings to date)

Dave Dymond	2 of 2 meetings
Robert Howell	2 of 2 meetings
Adedayo Benson	2 of 2 meetings
Yota Dimitriadi	1 of 2 meetings
Sara Fincham-Majumdar	2 of 2 meetings
Attia Rafiq-Sharif	1 of 2 meetings
Kate Gordon	1 of 2 meetings
Andrew Burrell	2 of 2 meetings
Hajar Alami	1 of 2 meetings
Adam Jones	1 of 2 meetings